



Tips for Contacting Your Elected Officials about your Tax Priorities

1. How can I reach the right Congressional staff to discuss my priorities?

All CEBN members have received contained the contact information for their representatives via email. You can also look this information up [here](#) by zip code. If you are a concerned constituent, the front desk staff will handle your call and pass along notes to your representative. If you are running a business or organization, you may be able to get through to the legislative staff handling these issues. Here's how:

- Use CEBN staff as a resource. You can contact us at cebn@cebn.org and we would be happy to look up the name and email address for the proper staff and the general office phone number for your Congressional offices.
- Or, just call the general office number and ask to speak to the *tax or energy* staff. Tell the front office staff the name of your business/organization, explain that you are working in the energy industry in their state/district, and that you would like to speak to the legislative staff about an urgent tax policy issue impacting your business.
- If you have offices or projects in any other locations represented by a member of the [House Ways & Means](#) or [Senate Finance](#) Committees, those offices are the top priority to contact.
- Staff are extremely busy processing hundreds of requests per day right now, so you may not hear back, but it is still important to convey your priorities.

2. What should I say to Congressional staff?

If/when you reach the right staffer, what do you do next? Keep your message short and to the point.

- State who you are and what your business does, in simple layman's terms. Make sure you include some readily-identifiable language about your technology to help staff understand exactly which section of the tax code is relevant. This is especially important if there are other technologies that have similar-sounding names (e.g., wind vs. small/distributed wind, geothermal heat pumps vs. geothermal power production, waste to energy vs. waste heat to power).
- Explain you are calling about pending tax cut legislation. If your representatives serve on the [House Ways & Means](#) or [Senate Finance](#) Committees, ask them to help secure your priorities in the tax legislation in the coming weeks. If your representatives do not serve on one of these committees, ask them to please contact their colleagues serving on those committees to advocate for your priorities.
- Discuss your tax priorities—whether they relate to corporate tax rates, energy provisions, or something else.
- Make the case for why this issue is important for your local community. Explain potential impacts on your business, the staff you support, or the clients you serve. Arguments about economic benefits, energy resiliency/reliability, or national security are most impactful.
- Thank the staff for their time and provide your contact information in case they have follow-up questions. If possible, follow up with an email thank-you and reminder of what you discussed.